

**Green County Law Enforcement Committee**  
Meeting Minutes from November 12th, 2019

**Members Present:**

Richard Thoman-Chairperson

Calvin Wickline

Joe Snow

Aaron Withee

**Non-members Present:**

Dana Weber-Recording Secretary

Sheriff Jeffrey Skatrud

Emer. Mngt. Director-Tanna McKeon

1. Verified that door is unlocked.
2. Meeting called to order @ 5:30 p.m. by Chairman Richard Thoman.
3. **Approve minutes of previous regular meeting;** Motion to approve minutes of the previous meeting by Calvin Wickline; 2<sup>nd</sup> by Aaron Withee; Motion Carried.
4. **Review and approve EMS updates;** Nothing at this time.
5. **Review Emergency Management updates;** Emergency Management Director Tanna McKeon updated the committee on the events happening in her department. EMG Director McKeon updated the committee that she has been working on upcoming full scale exercise for the Village of Belleville that will take place in April. EMG Director McKeon informed the committee on the upcoming Mass Casualty Incident class and the status of the ICS 300 classes. EMG Director McKeon advised the committee on the functional and tabletop exercises that are coming up. EMG Director McKeon updated the committee on the flooding incident from March 2019. EMG Director McKeon told the committee that the 2020 Plan of Works has been approved.
6. **Training Requests:** Sheriff Skatrud requested that a Lieutenant and a Sergeant attend the 26<sup>th</sup> WLEEDA Leadership conference, in WI Dells, with registration cost of \$250.00/each and three overnights from January 14<sup>th</sup>-16<sup>th</sup>;  
  
Calvin Wickline made a motion to approve the training requests; 2<sup>nd</sup> by Joe Snow. Motion Carried
7. **Review Jail Population and jail medical issues:** Sheriff Skatrud advised that the jail housed an average of 43 inmates for October, with 6 inmate on the EMP bracelet system. Sheriff Skatrud updated the committee on the upcoming medical invoices.
8. **Review Public Safety and Department updates;** Sheriff Skatrud indicated that there are department currently has 2 patrol vacancies and the department is sending a jailer to the academy in February to fill one vacancy. Sheriff Skatrud advised that they cannot find anyone qualified to fill the other patrol opening. Sheriff Skatrud advised that the administrative secretary is resigning on January 7, 2020, and the department will be doing interviews on the 11/25/19. The department received 15 applications for the female jailer vacancy. Sheriff Skatrud advised that the department has four new jailers attending the Blackhawk Technical College Jail Academy, so there will be more overtime for the coverage of the four jailers. Sheriff Skatrud informed the committee that a dispatcher has resigned after 5 months and the department will be advertising.
9. **Review monthly Budget:** Sheriff Skatrud updated the committee on the budget and the department has spent about 78% of the budget. Sheriff Skatrud advised the committee on some upcoming purchases.

**10. Audit bills:** The Department Bills were reviewed and signed. A motion was made by Calvin Wickline and seconded by Aaron Withee to approve the bills. Motion carried.

**11. Next Meeting:** Next meeting date is on Tuesday, December 10th, 2019, at 5:30 p.m. Joe Snow moved to adjourn and Calvin Wickline seconded. Motion carried. Meeting adjourned at 6:01 p.m. by Chairman Thoman.

*Submitted by Dana Weber*